



AGENDA ITEM REPORT

Meeting: Milton Town Council - May 03 2021

Staff Contact: Tom Quass, Project Coordinator

Department: Code

Subject: Street Closure Request - Milton Fire Department

Background Information:

The Milton Fire Department is seeking approval to have Front Street (between Union/Federal Street and Chestnut Street) closed to vehicular traffic on 17 July 2021 from 11am until 4pm for re-dedication of the hall and to celebrate the 120th anniversary of the department. Fire department apparatus and food trucks will be located on the Front Street parking lot.

Policy Implications:

COVID plan requirements will be coordinated with Delaware Department of Health and Social Services.

Recommendation(s):

Recommend approval as this will allow safe passage for pedestrians to and from the parking lot on Front Street for those attending the ceremony and touring the facility.

Attachments:

[Front St MFD 17 July 2021 App](#)

Town of Milton

115 Federal Street
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

APPLICATION FOR PERMIT FOR PARADE / PUBLIC ASSEMBLY

Section 1 (contact information for person seeking to conduct parade / public assembly)	
Name:	Mary Ann Warrington
Address:	116 Front St. Milton Fire Dept
Telephone#:	302-745-1642 personal cell
NOTE: If the parade or public assembly is designed to be held by, or on behalf of, any person other than the applicant, the applicant shall file a letter from that person with the Town Manager or his/her designee authorizing the applicant to apply for the permit on his/her behalf.	

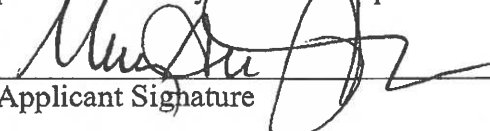
Section 2 (information for the headquarters of the organization for which the parade / public assembly is to be conducted)	
Name:	Milton Fire Department
Address:	116 Front St.
Telephone#:	684-8500
Name:	
Address:	
Telephone#:	
Is this a non-profit organization? (please circle one)	
<input checked="" type="radio"/> Yes	<input type="radio"/> No

Section 3 (parade / public assembly information)	
Date of Parade:	July 17, 2021
Proposed Rain Date:	N/A
Hours of parade:	1 pm - 4 pm
Route to be Traveled (including starting point and termination point):	
Front Street closure from Union to Chestnut Only	
Only want to block off area in front of firehall for program and safety concerns crossing street	
Will the parade or public assembly occupy all or only a portion of the width of the streets to be traveled? (circle one):	<input checked="" type="radio"/> Yes <input type="radio"/> No
Approximate # of persons:	150 - 250
Approximate # of animals (include the description of each):	
Approximate # of vehicles (include the description of each):	
N/A	

Section 3 continued (parade / public assembly information)	
Location by street of any assembly areas for parade / public assembly:	
N/A	
Time units of parade / public assembly will begin to assemble:	
1 pm	
Interval of space maintained between units:	
Type of public assembly:	Re-dedication / 120th anniv Fire Hall
Describe activities planned during event:	
Food trucks, ceremony, DJ for sound, aerial to hold American flag Self guided tours of fire hall, souvenirs	
Describe any recording equipment, sound amp equipment, banners, signs or other attention-getting devices:	
DJ will be located inside fire house buy for sound (PA) and music after ceremony	
Approximate # of participants:	150 - 250
Approximate # of spectators:	Same
Designation of any public facilities/equipment to be used:	
parking possibly overflow into street or lot across from library	
Additional information:	
Small ceremony to "re-dedicate" our building after renovation, celebrate our 120th anniversary, show public new facility and offer food trucks and music for festivities.	
Are there any temporary structures being placed for the parade / public assembly? Yes / <u>No</u>	
If yes, refer to Town Code Chapter 220-60 entitled "Temporary Structures"	

By signing this application I am assuring the Town that I take full responsibility for cleaning up after the parade / public assembly, to include cleaning up after any and all animals, especially horses, used in the parade.

Special Note: Since the State of Delaware Department of Transportation controls the flow of traffic on state maintained roadways, it is my responsibility to contact the Department of Transportation and provide the Town of Milton with a letter of no objection for a parade / public assembly on the date specified.


Applicant Signature

4/13/21
Date

Approved Yes _____ No _____

Authorized Signature

Date



Town of Milton

Request: Quest Adventures Kayak & SUP Storage and Rental Kiosk Milton Memorial Park.

Dates: April-November

Quest Adventures has provided Eco-Tourism to the Town of Milton for over 15 years, supporting both locals and tourists visiting the Town. The previous location is under new ownership and Quest Adventures is seeking an alternative location. Through our outreach efforts with the Chamber of Commerce and other local businesses, it was recommended we speak directly with the Town. Quest has similar but varying contracts with other towns, cities, business, and organizations such as Lewes, Laurel, Milford, Lazy L B&B, Delaware Division of Parks and Recreation, and the Cape Henlopen State Park.

What are the benefits to having Quest Adventures continue their Eco-Tourism in Milton?

- Easily accessible
- Promote tourism and visitors to Milton
- Added activities for locals
- Support local events such as Horse Shoe Fest, Music in the Park, Bargains on the Broadkill, and the Canoe and Kayak Race

How will the town of Milton benefit financially?

- Pay a rental fee to the Town of Milton
- Pay a percentage of rentals to the Town of Milton
- Donate set amount to the Town's Park and Recreational Department or other Department of Choice

Do we have to insure Quest Adventures to do business in Milton?

- No, upon approval, the Town will be named an additional insured under the umbrella of Quest Adventures current insurance policy

Thank you for taking the time to review our proposal. I look forward to discussing this opportunity with you further. If you have any questions or would like to schedule a time to discuss, please feel free to contact me directly.

Matt Carter

Quest Adventures

www.questkayak.com

302-745-2925



302-74-KAYAK • questkayak.com

LIONS CLUB of Milton Memorial Park

QUEST ADVENTURES

Proposal for kayak/SUP Stand Up Paddle Board Rental and Guide Service

Quest Adventures is a small/local business of 20 years providing outdoor adventure and eco-experiences to locals, tourist, corporations, colleges/universities and youth groups. Our home base location is in Lewes and have 7 other locations branching from Milford, coastal Sussex county and as far west as Laurel. Locations are Abbotts Mill Nature Center in Milford, Lazy L B&B, Savannah Rd Lewes, Roosevelt Inlet Lewes, Cape Henlopen State Park Lewes, Canalside INN Rehoboth, Lighthouse Resort Campground Long Neck, Broad Creek Laurel and for 11 years in Milton until our location was sold.

Milton was one of our customers favorite location for the close proximity to the beaches and was a desired experience of the Broadkill River, McCabe Preserve, Dogfish Head, and the Milton experience and town events. We have offered free shuttles for the Broadkill Canoe and Kayak Race, participated in the Horseshoe Crab Festival, Bargains on the Broadkill and Music in the Park events. We have had numerous tours/rentals with groups sometimes up to 75 plus customers such as Boy Scouts, Girl Scouts, University of Delaware and schools from Maryland, Virginia, New Jersey and Pennsylvania. We have had Governor Carney organize kayaking tours to enlighten eco-tourism and numerous stories published with surrounding states newspapers, bloggers and travel writers for magazines from many different states to share the hidden gem that Milton is.

We are now asking the help from the Town of Milton, Chamber of Commerce and Friends of the Milton Memorial Park to help us continue our presence in Milton. After meeting with the Milton Mayor and walking thru the park it was suggested to present to the Lions club that we may be able to build a kayak storage behind the Lions Club Train storage. We are open to suggestions/ideas that you may be able to provide. We would like to build a kayak storage rack and gear box that would hold approximately 6 tandem kayaks, 6 single kayaks and 4 SUPs with a gear box to hold necessary equipment. It will be locked and secure with daily checkups. It can be built with specifications, appeal to blend with your storage building and meet Memorial Park and Town of Milton standards.

I have watched Milton flourish over the years with restaurants, events and small businesses thriving with such diversity. Future growth of Milton is exciting while maintaining the small town feel but able offer an experience for locals and tourist that will be memorable forever.

Thank you and looking forward to your support, input and cooperation.

Matt Carter

Quest Adventures



Board of Directors

Chris Farren, President

Randy Brown, Vice President

Sam Weiland, Treasurer

Michael Clark

Nitan Soni

Tom Jones

Vicki Sammons

Elliot Welan

Marie Mayor

Membership Information

*Historicmilton.com/join- the-
milton-chamber-of-commerce-
today/*

Membership Directory

*Historicmilton.com/all-
members/*

Event Information

Historicmilton.com/events/

Mailing Address:
Milton Chamber of Commerce
PO Box 61
Milton, DE 19968

February 28th, 2021

To whom it may concern:

The Milton Chamber of Commerce would like to express our support for Quest Kayaks to continue to have a presence in downtown Milton.

We are so fortunate here in Milton to have access to beautiful, natural, outdoor spaces such as the Broadkill River and Wagamons Pond. The ability to explore these natural resources by water attracts tourists during the peak season and is a benefit to those who live here year-round.

For many years, Quest Kayaks has provided this ecotourism aspect to downtown Milton. It is a part of what makes Milton unique and it benefits both the local residences and the business community alike.

We sincerely hope that a new location for Quest Kayaks to store their equipment here in Milton can be decided soon, as we are coming upon the spring and summer months.

Thank you so much for your consideration.

Sincerely,

The Milton Chamber of Commerce Board of Directors

(302) 684-1101

chamber@historicmilton.com

www.historicmilton.com

@miltondelawarechamber





AGENDA ITEM REPORT

Meeting: Milton Town Council - May 03 2021

Staff Contact: Tom Quass, Project Coordinator

Department: Code

Subject: **Partitioning of 415 Hemlock Street**

Background Information:

Shawn McDonnell and Elizabeth Cooch are seeking approval to partition the parcel located at 415 Hemlock Street, further identified as TMP # 235-14.16-19.00. This parcel is in the Single-Family Residential Use District (R-1). The parcel is 20,497 square feet in size. The new parcels will be 10,496 square feet and 10,001 square feet. The shed shown on the survey located on the proposed subdivision line has been demolished subsequent to the survey completion.

Policy Implications:

The partition of this parcel meets the requirements of §188-28 Partitioning, and §220-24 Density Control Table of the Town Code for the Single-Family Residential Use District (R-1).

Recommendation(s):

I recommend approval of this partition application as it meets all the requirements of Town Code.

Attachments:

[415 Hemlock St Partitioning](#)

Town of Milton

115 Federal Street
Milton, DE 19968



www.milton.delaware.gov

Phone: 302-684-4110

Fax: 302-684-8999

Application for Subdivision

DATE: 3/30/21

Property Owner:

Owner Address:

Telephone:

Applicant, if different:

Applicant address:

Telephone:

Applicant's interest in property:

Engineer/Surveyor of Record:

Telephone:

Location of proposed subdivision:

Sussex County Tax Map and Parcel ID #:

Current Zoning: (circle one)

Proposed Zoning: (circle one)

Total Property Acreage:

Number of Lots Proposed:

Density per Acre:

Average Lot Size:

Acreage dedicated to Open Space:

Proposed ownership of Open Space:

Other Items or Comments:

Signature of Owner:

Signature of Applicant:

Site Plans required: Planning and Zoning – 12 Mayor and Town Council – 10

Application Fee \$100.00 plus \$25.00 per lot Escrow of \$2,500.00 per current Fee Schedule

CR # 565 \$2500.00 — Escrow

CR # 564 \$150.00 — Fee

MAR 30 2021 PM 03:20

FOR OFFICIAL USE ONLY

Date Received: 30 MARCH 21

Complies with Current Comprehensive Plan: YES/NO

Proposed Comprehensive Plan Zoning: R-1

Existing Zoning: R-1

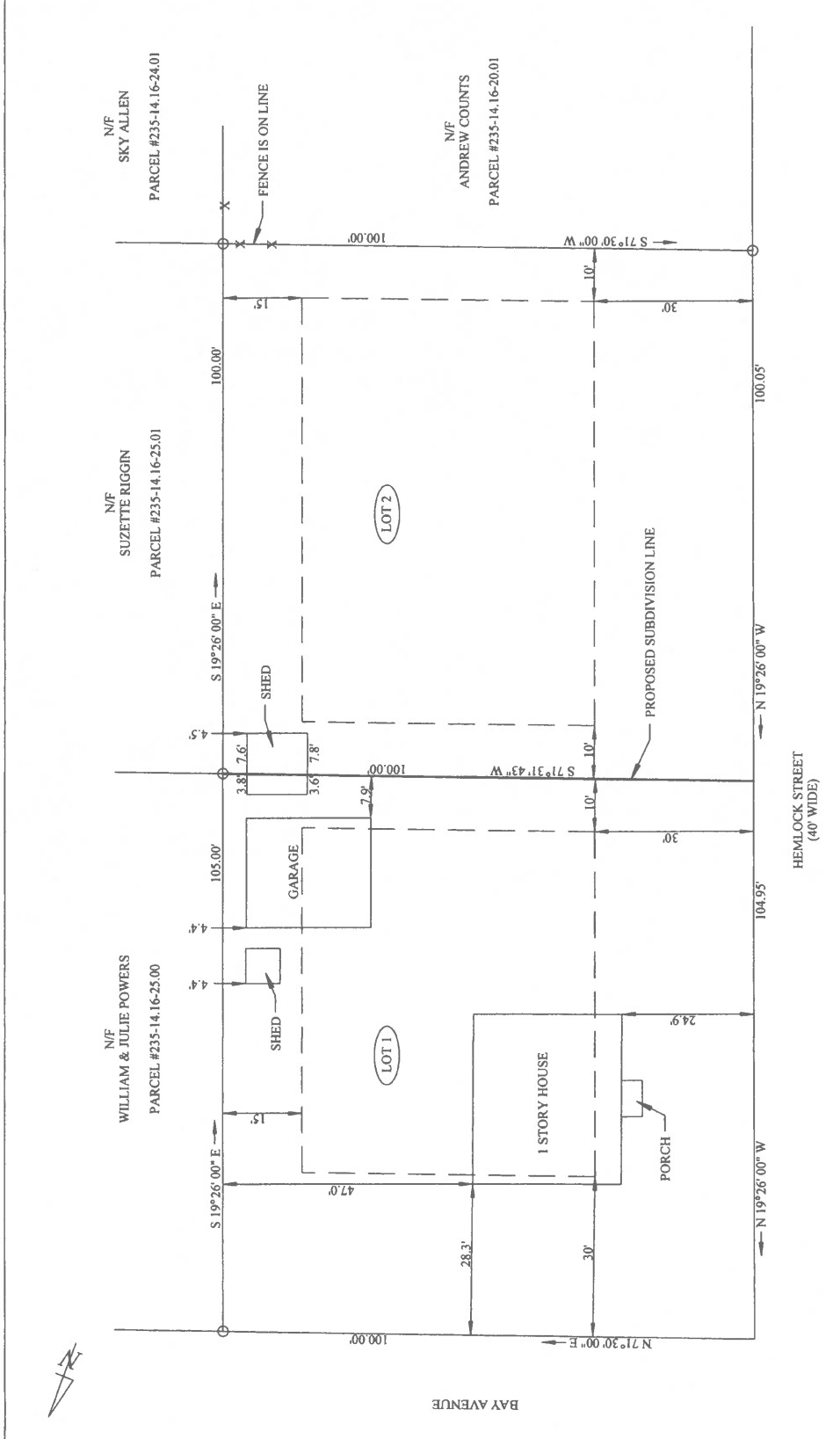
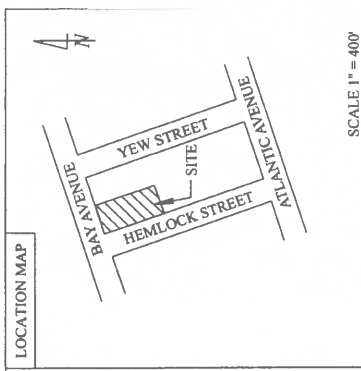
Next available Town Council Date: 3 MAY 21

Next available Planning and Zoning Date: N/A

Town Water available: Yes per:

Wastewater Treatment available: Yes per:

Payment Received: Amount \$ 2500.00 Check#: 565 Escom
\$ 150.00 564



OWNER'S CERTIFICATION:

WE HEREBY CERTIFY THAT WE ARE THE LEGAL OWNERS OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT OUR DIRECTION, AND THAT WE ACKNOWLEDGE THE SAME TO BE OUR ACT AND DESIRE THE PLAN TO BE RECORDED ACCORDING TO THE LAW.

ELIZABETH M. COOCH 3/29/21 DATE

SHAWN MCDONNELL 3/29/21 DATE

ENGINEER'S CERTIFICATION:

I CERTIFY THAT I AM A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF DELAWARE AND THAT THE INFORMATION SHOWN HEREON HAS BEEN PREPARED UNDER MY SUPERVISION AND TO MY BEST KNOWLEDGE AND BELIEF REPRESENTS GOOD ENGINEERING PRACTICES AS REQUIRED BY THE APPLICABLE LAWS OF THE STATE OF DELAWARE.

RICHARD K. VETTER, P.E. 4/22/20 DATE

RICHARD K. VETTER, P.E. #10329

PLAN BASED ON PHYSICAL EVIDENCE DISCOVERED IN THE FIELD AND A PLOT OF "CONWELL'S 2ND ADDITION TO MILTON", AS RECORDED IN PLOT BOOK 1, PAGE 50.

MINOR SUBDIVISION PLAN

LANDS OF SHAWN MCDONNELL AND ELIZABETH COOCH

TOWN OF MILTON

SUSSEX COUNTY, DELAWARE

RICHARD K. VETTER, P.E.

125 APPLE BLOSSOM DRIVE

CAMDEN, DE 19934

SCALE: 1" = 20'

APRIL 20, 2020



AGENDA ITEM REPORT

Meeting: Milton Town Council - May 03 2021

Staff Contact: Greg Wingo, Public Works Supervisor

Department: Council

Subject: **Recommendation to remove a Stop Sign and Cover over the Stop bar in road**

Background Information:

The Stop Sign at the intersection of Mariners Circle and Arch Street is blocked by a tree/limbs that was planted too close to the intersection (less than 30 feet). This Stop Sign is not needed on Mariners Circle as the intersection has a Stop Sign at Arch Street. I feel removing an established tree is not the answer and that the flow of traffic will still be safe on this roadway with the removal of the Stop Sign.

Recommendation(s):

For the safety of drivers and pedestrians I would like to recommend that we remove the Stop Sign and cover over the Stop Bar. Thank you for your time and attention to this matter.

Attachments:

[MARINERS CIRCLE STOP SIGN AND TREE ISSUE](#)

